

ST HUGH'S COLLEGE, OXFORD
The Second Stated Meeting of the **GOVERNING BODY** in Hilary
Term was held on Wednesday 8 February 2012

Present:	Principal	Ms Kerr
	Dr Iles	Professor Powell
	Dr Holland	Dr Emerson
	Dr Kuhn	Dr Lewis
	Dr Stellardi	Dr Perera
	Professor Mitchell	Mr Marshall
	Professor McDonald	Dr Loutzenhiser
	Professor Quah	Dr Friedman
	Professor Westbrook	Dr Baker
	Dr Paseta	Dr Gazzard
	Dr Macnair	Dr Pattenden
	Dr Rood	Dr Mann
	Dr Perkins	Professor Riddoch

Ms Randolph represented the MCR and Ms Polakova the JCR. They attended for Items 146, 155-158, 160, 161, 164, 165 and 174.

145. Apologies for Absence

Apologies were received from Professor Robertson, Professor Watts, Professor Moore, Dr Kathirithamby, Professor Getzler, Mrs Vainker, Dr Grainger, Dr Wilson, Professor Walmsley, Dr Harnden, Professor Halliday, Dr Capelli, Professor Marshall, Professor Leach, Dr Conway, Dr Blunsom and Dr Sanders (Dr Garnett, Professor Chalker, Professor Plunkett, Professor Giles, Dr Wong, Professor Duncan, Dr Martin, Dr Tarres and Dr Hammond on leave).

146. Secretaryship to Governing Body

It was agreed that Dr Perkins would act as Secretary for the meeting, in Dr Conway's absence.

147. The Minutes of the First Stated Meeting in Hilary Term held on 12 January 2012 were approved and signed.

148. Recruitment of New Bursar (Circ Bus 18.01.2012 and 26.01.2012)

The draft advertisement and Further Particulars for the Bursar's role, together with proposed composition of the Selection Committee had been circulated and were received.

149. Disciplinary Procedures (Circ Bus 20.01.2012)

It was noted it had been agreed by circulation to amend Appendix D to the Bylaws, which relate to Student Disciplinary Procedures.

150. Donation for China Centre Building (Circ Bus 27.01.2012)

It was noted that a further gift of £1million had been pledged towards the new China Centre Building.

151. Admissions Consultation: 2012 Timetable (Circ Bus 31.01.2012)

A note from the Senior Tutor advising that the admissions timetable for 2012 would need to be amended and seeking opinions on the three models proposed by the University's Admissions Office, had been circulated and was received.

152. Recommendation from Nominations for Vacancies (Circ Bus 05.02.2012)

On the recommendation of the Nominations for Vacancies Committee, it was noted it had been agreed by circulation to elect Dr Stellardi and Dr Paseta to the Student Disciplinary Committee.

153. Proposed Response on Admissions Timetable Changes (Circ Bus 08.02.2012)

The proposed College response to the earlier circulation seeking Fellows' opinion on three alternative models proposed by the University's Admissions Office had been circulated and was received.

154. Conflict of Interest

None was declared.

155. Emily Wilding Davison (GB 107 and 134)

The Principal advised that every effort had been made to trace a family member to whom College could write as a courtesy to advise about the decision to rename the Small SCR the Emily Wilding Davison room. However, no family member could be traced.

156. Report and Recommendations from Finance Committee

The Minutes of the Finance Committee held on 25 January 2012 had been circulated and were received.

157. Management Accounts (FC 4)

The Management Accounts for Period 2 show a year to date operating surplus of £120.2k and expenditure £3k over budget.

158. Conference Report (FC 5)

A report on the conference business for the year 2011/12 had been circulated and was received. It was agreed that the Principal would write on behalf of members of Governing Body to thank the Conference and Events Manager for her hard work and commitment.

159. Winkler Career Development Fellow in Experimental Psychology

On the recommendation of the Selection Committee, it was agreed to appoint Dr Nadja Althaus to the Winkler Career Development Fellowship in Experimental Psychology with effect from 1 September 2012 for three years.

160. Student Society

The Dean advised that the College's ban of a student society had been mentioned in two national newspapers and he thanked the JCR President and Vice-President for their forthright comments condemning the society's activities.

161. Head Hospital Records

The Archive Fellow advised that the Wellcome Foundation had agreed to write a report on the Head Hospital records.

162. Timetable for 2012 Undergraduate Admissions Round

It was agreed that the College's reluctant preference for Model A be noted at the meeting of the University's Admissions Committee. It was further agreed that it would be important to convey to the Admissions Office the necessity in future years of knowing any required changes to the timetable well in advance.

163. Feedback to Applicants

The Senior Tutor reminded Tutors that all requests for feedback to undergraduate admissions applicants should be passed through her in her role as Tutor for Admissions.

164. New Building Steering Group

It was agreed, further to a condition of the recently granted planning permission and following discussions with representatives of the Local Residents' Association, that College would install secure gates at the end of the Maplethorpe Drive, which will be shut at 11.00 pm every night.

165. Edith McMorran Verse Translation Prize

On the recommendation of the Modern Language Fellows the inaugural Edith McMorran Verse Translation Prize was awarded jointly to Morag Elwis (2nd year Modern Languages) and Alexander Hoare (1st year Modern Languages).

166. Report and Recommendations from Academic Committee

The Minutes of the Academic Committee held on 25 January 2012 had been circulated and were received.

167. Career Development Fellowship in Human Sciences (AC 4)

On the recommendation of the Academic Committee, it was agreed to extend Dr Morley's Departmental Lectureship for a further fixed term of two years from 1 October 2012. It was further agreed that the College should continue to admit 6 undergraduates in Human Sciences per year for at least one further year.

168. Non-Stipendiary Lectureship in Medicine (AC 5)

On the recommendation of the Academic Committee, it was agreed to appoint Dr Richard Morton to a non-stipendiary Lectureship in Medicine for one year from 1 January 2012.

169. Named Fellowships (AC 6)

On the recommendation of the Academic Committee, it was agreed that the Jennifer Green Fellowship in Chemistry be held by Dr Conway and that the EP Abrahams Cephalosporin Fellowship be held by Dr Wong and that henceforth it shall always be held by the Senior Chemistry Fellow.

170. University Working Group on Foundation and Bridging Courses (AC 8b)

On the recommendation of the Academic Committee, it was agreed that the College's response to the University's Working Group on Foundation and Bridging Courses would be:

Recommendation 1

Oxford should provide a coherent and significant portfolio of bridging provision for targeted disadvantaged applicants in receipt of offers, with the clear aims of influencing the admissions culture so that more disadvantaged applicants are made offers and of reducing the attrition rate for flagged candidates throughout the admissions process.

The college welcomed the report's suggestion that bridging provision might prove useful. However, it expressed concern that any such provision might be given with a clear aim of influencing the admissions culture. It was noted that there is at the moment no evidence that tutors are dissuaded from making offers to flagged applicants where those applicants fulfil the selection criteria. It is true that flagged candidates are more likely than others to turn down their offer from Oxford, and it was noted that a survey of these candidates is being undertaken this year for the first time to try to identify why these candidates choose to go elsewhere. There remains the overwhelming problem of encouraging students in the 'flag categories' to apply to Oxford. The University's new summer schools for disadvantaged school students have proved very successful in encouraging its participants to apply to Oxford. The college noted that these applicants generally had the same or a slightly higher than average success rate in achieving offers, raising again the question about whether the 'admissions culture' does need to be changed.

Recommendation 2

Bridging provision should be available to all flagged applicants made offers.

It was agreed that any bridging provision should be made available to flagged applicants, although the college noted that this was not the only kind of applicant who might benefit from bridging provision.

Recommendation 3

Oxford's bridging provision should begin with pre-A Level mentoring focused on general educational skills, delivered in co-operation with their school/FE college. There should also be a post-A Level element.

There was significant concern about being seen to trespass on teaching in schools and colleges, but it was agreed that informal e-mentoring between current

students and offer-holders would be appropriate and might prove helpful (particularly in encouraging those with offers to take up those offers). It was further agreed that online materials should be made available to all offer-holders in the January to October period. The college agreed that it wished to make clear that, while bridging provision might well prove useful in the short term, it should nonetheless not be the responsibility of the collegiate University to make good shortcomings in the secondary education system.

Recommendation 4

The post A-level residential element of bridging provision should be compulsory. It should be in Oxford, at colleges, and be of two weeks' duration.

There was significant concern about making any provision compulsory, for fear of stigmatising flagged candidates. The approach suggested by the MPLS proposals for a pilot 2012 course, whereby candidates from a range of groups are invited in turn to attend until places are filled, was commended.

The college noted that the major issue that has not yet been addressed in discussions throughout the University is how the costs of provision will be met. As the report notes, the pre-session course that used to run for some new undergraduates in Modern Languages was discontinued because of its cost. The costs of the University's summer schools for disadvantaged school students are largely met from donated funds. The suggestion that colleges could provide accommodation for bridging courses as a way to contribute to University access initiatives is an interesting one, but for many colleges, finding accommodation at the appropriate times could be difficult and expensive. The college noted that proposals from MPLS for a pilot bridging course rest on the provision of all accommodation by one college, and that it may be that the best way forward would be to ask colleges that can offer this level of provision to do so on a rota basis, with the costs to be divided equally between all colleges and all relevant departments.

Recommendation 5

There should be no formal assessment associated with bridging courses.

The college agreed with this recommendation.

171. Undergraduate Collections (AC 9b)

On the recommendation of the Academic Committee, it was agreed that, with effect from Trinity Term 2012, tutors should be asked to return marks for Collections as soon as possible and in any events no later than the Monday of 4th week.

172. PGCE Students (AC 10)

On the recommendation of the Academic Committee, it was agreed that application materials for PGCE applicants should continue to be assessed by relevant subject tutors and that those admitted for the PGCE would be assigned Dr Thompson as a College adviser.

173. Application for Research Grants/Fellowships (AC 12)

On the recommendation of the Academic Committee, it was agreed that Dr Elsner should be offered a non-stipendiary Junior Research Fellowship in association with a Wellcome Trust Research Grant/Fellowship.

174. Report and Recommendations from Library Committee

The Minutes of the Library Committee held on 1 February 2012 had been circulated and were received. Dr Perkins invited members of Governing Body to contribute suggestions for how best to display information about the Library's periodicals, and for any subscriptions to journals likely to attract a good number of readers across disciplines.

175. Awards and Prizes: Exhibition

On the recommendation of the Education Committee, it was agreed to award an Exhibition to Natasha Lewis (2nd year Biological Sciences) following very good marks in her first public exams and a strong performance in her Hilary Term Collections.

176. Book Prizes

On the recommendation of the Education Committee, it was agreed to award Book Prizes to Samuel Power (2nd year Mathematics), Rahul Kulka (2nd year History) and Ondrej Cerny (1st year Classics) for their marks in recent Collections.

177. ULNTF in Engineering

On the recommendation of the Academic Committee, it was agreed that the best suited post for the ULNTF in Engineering would be that in Mechanical Engineering, with those in Heat Transfer, Materials in Construction and Civil Engineering as second, third and fourth choices and that bids for an association would be made according to this order of priority.

This ended the business of the meeting.